



November 25, 2020

**WHITEHOUSE COUNCIL AGENDA**  
**December 1, 2020**  
**6:30 P.M.**

Due to the coronavirus (COVID-19) pandemic, Whitehouse Village Council is urging citizens to access public meetings remotely. You may do so by phone by dialing **1-312-626-6799**. You will then be prompted to press the following Meeting ID **840 0243 7392**. The Passcode is **2223**. You may also access the meeting online at **zoom.us** and click on "Join a Meeting". Use the same Meeting ID and Passcode. To help minimize background noise, **please make sure that you mute your microphone.**

Notice is hereby given that the Whitehouse Village Council will meet on Tuesday, December 1, 2020, at 6:30 PM.

Welcome and thank you for attending the Whitehouse Village Council meeting. The purpose of the Village Council meeting is to conduct the official business of the Village of Whitehouse and to hear citizen's comments pertaining to items that appear on the agenda and comments for future consideration. We welcome and encourage your participation. If you wish to make a comment, please wait to be recognized then state your name and address for the record. Please make your comments as concise as possible to allow time for others who wish to make comments. The Mayor presides over the Council meeting and has the authority to take the actions necessary to maintain order and proper decorum among those present. Thank you for your cooperation.

- I. Call to Order
- II. Roll Call
- III. Prayer: Pastor Shawn Bellner, CedarCreek Church
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the November 17, 2020 Council Meeting
- VI. Adoption of Bills dated November 25, 2020, the Addendum bills dated December 1, 2020 and the October 2020 Financial Statements
- VII. Introduction of Persons to Appear Before Council
- VIII. Committee Reports
  - A. Report on the Fallen Timbers Union Cemetery District Meeting
- IX. Report of the Mayor
- X. Report of the Clerk of Council

**6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571**  
**Phone 419-877-5383 . Fax 419-877-5635**  
**whitehouseoh.gov**

- XI. Report of the Village Administrator
  - A. Recommendation to Authorize Legislation to Authorize the Award of a Contract for the Wabash Cannonball Trail Interceptor Sewer and Finzel Road Pump Station Rehabilitation, as an emergency
- XII. Report of the Village Solicitor
- XIII. Report from Department Heads
- XIV. Citizen Comments on Agenda Items
- XV. Ordinances
  - A. **Ordinance 23-2020:** Authorizing the Repeal of Chapter 1252, in Total, of the Whitehouse Municipal Code and Enacting a New Chapter 1252 of the Whitehouse Municipal Code (previously authorized, 2<sup>nd</sup> Reading)
  - B. **Ordinance 24-2020:** Authorizing the Award of a Contract for the Wabash Cannonball Interceptor Sewer and Finzel Road Pump Station Rehabilitation, as an emergency
- XVI. Resolutions
- XVII. Council Comments
- XVIII. Citizen Comments
- XIX. Adjournment

At 6:37 Mayor Don Atkinson called the meeting to order.

ROLL CALL: Bill May, Richard Bingham, Rebecca Conklin Kleiboemer, Mindy Curry, Bob Keogh, and Louann Artiaga. Also present were the following: Administrator Jordan Daugherty, Solicitor Kevin Heban, Director of Public Services Steve Pilcher, Police Chief Mark McDonough, Fire Chief Joshua Hartbarger, Deputy Fire Chief Jason Francis, Clerk Susan Miller, and Warren Clifton.

Council prayer was given by Pastor Warren Clifton of Hope United Methodist Church.

Motion by Richard Bingham, seconded by Rebecca Conklin Kleiboemer to approve the minutes of the October 20, 2020 meeting. 5 ayes 1 abstain Louann Artiaga

Motion by Mindy Curry, seconded by Louann Artiaga to approve the bills totaling \$40,596.81 dated November 13, 2020, the Addendum bills totaling \$80,840.08 dated November 17, 2020. 6 ayes

This Council meeting was held virtually.

Motion by Bill May, seconded by Richard Bingham to authorize the Solicitor to prepare legislation determining that Certain Miscellaneous Personal Property Used by the Police Department and Owned by the Village of Whitehouse, Lucas County, Ohio is of no further use to the Village and is Hereby Determined to be Surplus Property and to be Disposed of Pursuant to law and declaring an emergency. 6 ayes

Upon recommendation of the Committee of the Whole, motion by Rebecca Conklin Kleiboemer, seconded by Richard Bingham to authorize the Solicitor to prepare legislation amending and updating the Village of Whitehouse Schedule of Rates and Fees Pursuant to Various Building, Zoning, Registration, and Ancillary other Matters, and declaring an emergency. 6 ayes

Upon recommendation of the Committee of the Whole, motion by Rebecca Conklin Kleiboemer, seconded by Richard Bingham to approve Merit Service Payments. 6 ayes

Mayor Don Atkinson asked for Citizen Comments pertaining to Agenda items. There were none.

Upon recommendation of the Committee of the Whole, motion by Bill May, seconded by Rebecca Conklin Kleiboemer to accept, as previously authorized, Ordinance 22-2020 amending and updating the Village of Whitehouse Schedule of Rates and Fees Pursuant to Various Building, Zoning, Registration, and Ancillary other Matters, at its first reading and declaring an emergency. 6 ayes

Motion by Bill May, seconded by Rebecca Conklin Kleiboemer to suspend the rules and to have the second and third reading of Ordinance 22-2020 by title only and declaring an emergency. 6 ayes

Motion by Bill May, seconded by Rebecca Conklin Kleiboemer to accept Ordinance 22-2020 and to pass said Ordinance and declaring an emergency. 6 ayes

Motion by Louann Artiaga, seconded by Rebecca Conklin Kleiboemer to accept, as previously authorized, Ordinance 23-2020 authorizing the Repeal of Chapter 1252, in Total, of the Whitehouse Municipal Code and Enacting a New Chapter 1252 of the Whitehouse Municipal Code at its first reading. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Richard Bingham to accept, as previously authorized, Resolution 26-2020 determining that Certain Miscellaneous Personal Property Used by the Police Department and Owned by the Village of Whitehouse, Lucas County, Ohio is of no further use to the Village and is Hereby Determined to be Surplus Property and to be Disposed of Pursuant to Law at its first reading and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Mindy Curry to suspend the rules and to have the second and third reading of Resolution 26-2020 by title only and declaring an emergency. 6 ayes

Motion by Rebecca Conklin Kleiboemer, seconded by Richard Bingham to accept Resolution 26-2020 and to pass said Resolution and declaring an emergency. 6 ayes

Other items discussed:

- Prayers for people with COVID and that have family members with COVID
- Tree City USA, Growth Award, Mayor's Proclamation for Arbor Day, Cemeteries, Eliminate Evasive Species, Replacement trees other than sassafras (difficulty getting), updating the Master Plan, Silver Maple near the log cabin in decline - \$3,000 to trim, \$5,000 to remove, Webinars, tree fund, no Tree Commission meetings until January, Thank you for the Commission members expertise and dedication
- Appeal to build a house on Otsego Street denied, applicant will come back with drawings
- Grateful to have Councilwoman Artiaga back and well, thank you to everyone that Supported Her and her family the last couple of weeks
- Rate and Fee Schedule, Force Main for the Subdivision by the Golf Course, Merit Pay, Otsego Street one way, COVID hospitalizations, thank you for the Levy Support, Public Works doing an excellent job with leaf collection, traffic signal poles

Regular

November 17,

20

- Everyone pulled together to create the budget, the Village is doing well, Managed taxpayer Money very well, County Commissioners and Mayors COVID meeting, spread is Skyrocketing, Taking its toll on hospital employees, Taking COVID seriously, Lockdown of Village Hall, Thank you Mayor Atkinson and Department Heads for scrutinizing the budget, Protect each other from the virus
- All Village buildings closed to the public, accessible by other means
- Proud to be involved with this community
- State wide curfew beginning Thursday from 10:00 PM to 5:00 AM
- November 2, 2020 120 COVID cases, November 16, 2020 201 cases in Whitehouse, First Responders positive from outside contacts, Consider not gathering this holiday season, Social distance, mask
- Roll off dumpster the first and second week of January
- AWAKE funding/grants ending, Drug take back, Community education, mental health Assistance, Food in the summer for families in need, review discretionary spending, Asking For \$5,000 from all entities and for business donations, \$25,000 needed to continue Programs next year
- Thank you to Whitehouse Primary for field trip to Veteran's Memorial Park, thank you Leroy Ryerson and Tiffany Eckert, surprise brick for Officer Schuerman, thank you for the Hometown Heroes banners
- Switching Virtual meetings from Webex to Zoom

Motion by Bob Keogh, seconded by Bill May to adjourn at 7:27 PM. 6 ayes

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Duly Appointed Clerk of Council

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Mayor

**COUNCIL BILLS**  
**11/25/2020**

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Action Supply	MAINTENANCE	\$1,605.12	\$1,605.12	Work Pants
Badger Meter	WATER	\$960.00	\$960.00	Beacon Hosting
Eckel, Corey	WATER	\$49.14	\$49.14	Utility Deposit Refund
Emergency Reporting	FIRE	\$291.30	\$291.30	EMS Reporting Software
General Pro Hardware	MAINTENANCE	\$38.26		Supplies
General Pro Hardware	SANITATION	\$21.49		Supplies
General Pro Hardware	PARKS	\$121.60		Supplies
General Pro Hardware	SEWER	\$28.60		Supplies
General Pro Hardware	STREETS	\$34.85		Supplies
General Pro Hardware	WATER	\$16.89		Supplies
General Pro Hardware	POLICE	\$25.92		Supplies
General Pro Hardware	FIRE	\$6.99	\$294.60	Supplies
Heban, Murphree & Lewandowski	POLICE	\$1,054.00	\$1,054.00	Prosecutor Invoice
Helminiak, Nicole	WATER	\$21.02	\$21.02	Utility Deposit Refund
International Assoc of Chiefs of Police	POLICE	\$525.00	\$525.00	IACP Net Subscriber Dues
Interstate Battery of Greater Toledo	MAINTENANCE	\$99.95	\$99.95	SRM - 24
KS Statebank	FIRE	\$2,047.67	\$2,047.67	Turnout Gear Payment
Marlin Capital	FIRE	\$705.39	\$705.39	Toughbooks Payment
MASI	WATER	\$1,124.00	\$1,124.00	Water Sample Analysis
Motorola Solutions	POLICE	\$247.50	\$247.50	Charger, Single Unit
MTB Oxygen	FIRE	\$72.00	\$72.00	Oxygen
Office Depot	ADMINISTRATION	\$135.75		Supplies
Office Depot	POLICE	\$143.81	\$279.56	Supplies
Ohio Gas	SEWER	\$27.51	\$27.51	Monthly Charges
Phoenix Fire	FIRE	\$864.00	\$864.00	Full Time Uniforms
Poggemeyer Design Group	STREETS	\$2,453.75	\$2,453.75	Finzel Road Resurfacing
Premier Safety	FIRE	\$13,423.00	\$13,423.00	SCBA Fit Test Machine
Ram Exterminators LLC	MAINTENANCE	\$40.00		Bug Spraying
Ram Exterminators LLC	LIFE SQUAD	\$36.00	\$76.00	Bug Spraying
Ransberger, Madelyn	WATER	\$44.66	\$44.66	Utility Deposit Refund
Saba Home Builders	WATER	\$358.64	\$358.64	Utility Overpayment Refund
St. Lukes Hospital	FIRE	\$0.57	\$0.57	Meds

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Traffic Stop Uniform Supply	POLICE	\$83.84		Uniforms
Traffic Stop Uniform Supply	FIRE	\$149.97	\$233.81	Uniforms
Triotech Corporation	POLICE	\$55.00		Police VMs
Triotech Corporation	ADMINISTRATION	\$632.50		Office 365 & Anti-Virus
Triotech Corporation	POLICE	\$243.00		Monthly Phone Service
Triotech Corporation	FIRE	\$143.54		Monthly Phone Service
Triotech Corporation	MAINTENANCE	\$270.42		Monthly Phone Service
Triotech Corporation	LIFE SQUAD	\$143.54		Monthly Phone Service
Triotech Corporation	WATER	\$19.00		Monthly Phone Service
Triotech Corporation	SEWER	\$19.00	\$1,526.00	Monthly Phone Service
		\$28,384.19	\$28,384.19	

**ORDINANCE NO. 23-2020**

**AN ORDINANCE AUTHORIZING THE REPEAL OF  
CHAPTER 1252, IN TOTAL, OF THE WHITEHOUSE  
MUNICIPAL CODE AND ENACTING A NEW CHAPTER  
1252 OF THE WHITEHOUSE MUNICIPAL CODE**

**WHEREAS**, this Ordinance is recommended by the Administration and the Whitehouse Planning Commission; and

**WHEREAS**, the Whitehouse Planning Commission has reviewed the present Zoning Code, Chapter 1252 of the Whitehouse Municipal Code and, with the help of PCT Consultants, has made certain amendments, additions, deletions and changes to the present Zoning Code; and

**WHEREAS**, the Planning Commission has held public hearings on the proposed changes and amendments and, in addition, the Village Council has also held a public hearing on the changes; and

**WHEREAS**, it is desirable to repeal the present Zoning Code, Chapter 1252, in total, and in its place, enact a new Zoning Code to be contained in Chapter 1252 of the Whitehouse Municipal Code; and

**WHEREAS**, the proposed new Zoning Code is on file with the Village Administrator;

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, THREE-FOURTHS (3/4) OF ALL MEMBERS ELECTED THERETO CONCURRING, THAT:**

**Section 1.** Whitehouse Municipal Code Chapter 1252, in total, is hereby repealed.

**Section 2.** New Whitehouse Municipal Code Chapter 1252, which is on file with the Village Administrator, is hereby adopted by the Council for the Village of Whitehouse as the new Chapter 1252 for the Village of Whitehouse.

**Section 3.** It is found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the Village of Whitehouse and the State of Ohio.



WHEREFORE, this Ordinance shall take effect and be in full force immediately upon its passage and approval.

FINAL VOTE ON THE MEASURE:      Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

EFFECTIVE DATE OF THIS ORDINANCE: \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Duly Appointed Clerk of Council

\_\_\_\_\_  
Kevin A. Heban, Solicitor

**ORDINANCE NO. 24-2020**

**AN ORDINANCE AUTHORIZING THE AWARD OF A CONTRACT FOR THE WABASH CANNONBALL TRAIL INTERCEPTOR SEWER AND FINZEL ROAD PUMP STATION REHABILITATION, AND DECLARING AN EMERGENCY.**

**WHEREAS**, Council has determined that a construction project is necessary within the Village of Whitehouse, named the Wabash Cannonball Trail Interceptor Sewer and Finzel Road Pump Station Rehabilitation (hereinafter "the Project"); and

**WHEREAS**, Council authorized the Administration to go out for bids for the Project; and

**WHEREAS**, Sealed bids were received and opened and the bid from Mark Schaffer Excavating and Trucking, Inc. has been determined to be the lowest and best bid.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, THREE-FOURTHS (3/4) OF ALL MEMBERS ELECTED THERETO CONCURRING, THAT:**

**Section 1:** That the Council hereby waives any irregularities and authorizes the Village Administrator to enter into a contract with Mark Schaffer Excavating and Trucking, Inc. for the Project, subject to review and approval of the contract by the Village Solicitor, at a cost of Two Million, Four Hundred, Eighty Six Thousand, One Hundred and Eighty Five Dollars (\$2,486,185.00).

**Section 2.** It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted at open meetings of this Council and that all deliberations of this Council and any of its committees that resulted in such formal actions were in meetings open to the public in compliance with legal requirements as set forth by Village Charter.

**Section 3.** This Ordinance is hereby declared to be an Emergency Measure necessary for the immediate preservation of the public peace, health, and safety; and for the further reason that this resolution is deemed necessary to allow for the timely conclusion of the Project.

WHEREFORE, this Ordinance shall take effect and be in full force immediately upon its passage and approval.

VOTE ON EMERGENCY MEASURE:      Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_

FINAL VOTE ON THE MEASURE:      Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Third Reading: \_\_\_\_\_

EFFECTIVE DATE OF THIS ORDINANCE: \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Duly Appointed Clerk of Council

\_\_\_\_\_  
Kevin A. Heban, Solicitor



November 19, 2020

Mr. Jordan Daugherty  
Village of Whitehouse  
6925 Providence Street  
Whitehouse, Ohio 43571

Subject: Village of Whitehouse, Ohio  
Wabash Cannonball Trail Interceptor Sewer &  
Finzel Road Pump Station Rehabilitation  
334-7448.002

Dear Mr. Daugherty:

We have reviewed the Bids received on November 12, 2020 for the Wabash Cannonball Trail Interceptor Sewer and Finzel Road Pump Station Rehabilitation. The bids received are summarized as follows:

Bidder	Base Bid	Base Bid + Alternative 1	Base Bid + Alternative 2
Mark Schaffer Excavating and Trucking, Inc.	\$2,315,060.00	\$2,370,560.00	\$2,486,185.00
Salenbien Trucking and Excavating, Inc.	\$2,380,865.00	\$2,399,365.00	--
Vernon Nagel, Inc.	\$2,395,474.00	\$2,427,849.00	\$2,497,224.00
Underground Utilities, Inc.	\$2,381,730.00	\$2,503,830.00	\$2,538,240.00
Helms and Sons Excavating, Inc.	\$2,525,520.20	\$2,599,520.20	\$2,655,020.20
E.S. Wagner Company	\$2,546,989.30	\$2,615,809.30	\$2,757,889.30
E.R. Zeiler Excavating, Inc.	\$2,608,539.00	\$2,682,539.00	\$2,950,789.00
Hillibrand and Sons Construction	\$2,907,375.47	\$2,955,582.77	\$3,043,189.52
Hank's Plumbing and Heating	\$3,022,137.00	\$3,105,387.00	\$3,195,112.00

The engineer's estimate for the project was \$2,660,400.00. A bid tabulation is attached this letter.

We recommend the selection of Alternative 2 in conjunction with the scope of the Base Bid, which allows for the installation of the 24-inch sewer in a bored casing under Cemetery and Finzel Roads. This construction method minimizes the potential for impacts upon utilities located in along the alignment of the proposed sewer.

The low bidder for Alternate 2 is Mark Schaffer Excavating and Trucking, Inc. (MSE&T) of Norwalk, Ohio. After review of the submitted bid, we see no irregularities in this bid. We have contacted Ben Trafzer of MSE&T to discuss the project. MSE&T is comfortable with their bid and the 300 days allotted to complete the work after the date when Contract Times commence to run. References provided by MSE&T indicate they have worked for many municipalities and businesses in Ohio. We



**Jones & Henry**  
ENGINEERS, LTD.

Fluid thinking®  
3103 Executive Parkway, Suite 300, Toledo, OH 43606  
Phone: 419.473.9611 JHEng.com


have contacted several project references for similar sewer work provided by MSE&T and all responses were favorable in terms of capability and experience. It is our opinion that the low bidder has the experience and qualification to perform the required work. We recommend awarding the Wabash Cannonball Trail Interceptor Sewer and Finzel Road Pump Station Rehabilitation to Mark Schaffer Excavating and Trucking, Inc.

If the Village chooses to award the project to MSE&T, a Notice of Award should be sent. We have attached a Notice of Award document for your use. Please notify us when you issue the Notice of Award, and we will send five copies of the contract documents to the Contractor for execution.

We appreciate the opportunity to assist the Village with this project and if there are any questions regarding our review of the received bids, please let us know.

Sincerely,

JONES & HENRY ENGINEERS, LTD.

  
Allison Barnes, E.I.  
Project Engineer

  
Theodore Bennett, P.E.  
Project Manager

TAB/amb

Enc:

Bid Tabulation  
EJCDC C-510

## NOTICE OF AWARD

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Date of Issuance:

Owner: Village of Whitehouse      Owner's Contract No.:  
Engineer: Jones & Henry Engineers, Ltd.      Engineer's Project No.: 334-7448.002  
Project: Wabash Cannonball Trail Interceptor      Contract Name:  
Sewer & Finzel Road Pump Station  
Rehabilitation  
Bidder: Mark Shaffer's Excavating and Trucking  
Bidder's Address: 1623 Old State Road, Norwalk, Ohio

### TO BIDDER:

You are notified that Owner has accepted your Bid dated November 19, 2020 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

In general, the work consists of installing approximately 6,300 linear feet of 24-inch and 18-inch sanitary sewer. The work also includes a bored casing stream crossing under Blue Creek, demolition of two pump stations and structural repairs to the Finzel Rd. Pump Station Wet Well. The Contract Price of the awarded Contract is:

\$ 2,486,185.00 (Alternate 2)

[ 5 ] unexecuted counterparts of the Agreement will be provided under separate cover by the Engineer.

☒ Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of this Notice of Award:

1. Deliver to Engineer 5 counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security *[e.g., performance and payment bonds]* and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

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Owner:

By:

Title:

Copy: Engineer



# **VILLAGE OF WHITEHOUSE**

**December 1, 2020**

## **ADMINISTRATION**

- 10-06-20**      1.      September 30, 2020: Income Tax Collection = \$2,201,243.47  
Compared to last year = \$2,179,406.70 (1.00% increase)  
JEDD & JEDZ collections = \$1,614,413.48
- 02-19-19**      2.      Safety and Health Report: Last lost time injury was January 14, 2019

## **ADMINISTRATIVE ACTIVITIES**

- 11-19-19**      1.      Planning Commission Review of SR64 Corridor zoning plan  
2.      Continue planning of Village-to-City Transition

## **COMMUNITY DEVELOPMENT**

## **SUBDIVISION DEVELOPMENTS**

## **GRANTS**

- 08-04-20**
1. **Pedestrian Bridge** – A TMACOG funded tap project to install a 10' wide path along the north side of SR 64 between Whitehouse Square Blvd. and Finzel Rd. project includes a 14' wide pedestrian bridge over Blue Creek. – Construction year 2023. 80/20 Grant. Engineers Estimate \$652,000. Grant \$521,600.

## **PARKS & RECREATION**

- 08-04-20**      1.      **Providence St. Plazas at Wabash Cannonball Trail** – Reconstruction of both East & West plazas to include a pop fountain area. Plans in engineering – under Council review. Postponed for 2020.

## **STREETS**

- 11-03-20**      1.      **Downtown Streetscape Phase 3** – Providence St. from Maumee St. to Shepler Ave. – Plans in Engineering. Council reviewing plans on parking & extent of improvements. Postponed until 2022.
2.      **Weckerly Rd. & Finzel Signalization** – In engineering with Poggemeyer Design Group. Out to bid for June 7<sup>th</sup> bid opening. Awarded to U.S. Utility Contractor Co., Inc. for \$173,231.04. 50% completed. Waiting on pole manufacturer. New estimated delivery of 10/2020. Poles delivered to Contractor. Estimate Installation - End of November.



## **WATER**

**11-03-20**

1. **Elevated Storage Study** – Contracted with Poggemeyer Design Group to evaluate water distribution needs for future elevated water storage. In progress.

## **WASTE WATER**

**11-03-20**

1. **Sanitary Sewer Trunk Main** –Working with Jones & Henry Engineering on the installation of a sanitary sewer trunk main to be constructed to replace current force mains and sewage pumping stations which are nearing the end of their useful life and needing replaced. Wrapping up plans to submit to OEPA. Easement acquisitions underway. Out to bid

## **STORM SEWER**

**02-18-20**

1. Staff working with Lucas County Engineer to move forward petition process for the maintenance of Swan Creek to include all of the Swan Creek Watershed west of I-475 in Lucas County.

## **SANITATION**

## **MISCELLANEOUS**

**11-17-20**

1. **Building Permits:** 19 new homes as of 11/25/20.

**11-03-20**

2. **Public Works:**
  1. Leaf Collection
  2. Winter Preparations

## **Boards and Commissions**

### A. Board of Zoning Appeals

1. Pending approval of November 4, 2020, meeting minutes

### B. Charter Revision Commission

1. Pending approval of March 10, 2020 meeting minutes

### C. Fire Dependency Board

1. Pending approval of January 29, 2020 meeting minutes

### D. Planning Commission

1. Pending approval of November 2, 2020 meeting minutes

### E. Records Commission

1. Pending approval of June 2, 2020, meeting minutes
2. Pending 2021 Reorganization Meeting
3. Pending Review of Records Set for Destruction in 2021

4. Pending Review of Records Policies

F. Tree Commission

1. Pending approval of October 22, 2020 meeting minutes
2. Pending Tree Inventory

**Council Committee of the Whole**

A. Economic Development

1. Pending Monitoring of Economic Development Plan (ongoing)

B. Finance, Audit & Investment

C. Franchise, Lands & Buildings

D. Parks & Recreation

1. Completion of Veterans Memorial Park
2. Completion of Waterville Street Multi-Use Trail (Phase II)
3. Pending review of implementation of projects in Whitehouse Park

E. Public Services Committee

1. Pending Discussion of New Downtown Traffic Signage (fall)
2. Pending Discussion of Looping Water Lines via Stiles Road.

F. Personnel & Safety

G. General

1. Pending review of Council project list

Note: If you wish to place an item on the Agenda, please let me know.